

## CHAPTER 3

### TRANSSHIPPER REQUIREMENTS AND PROCEDURES

#### SECTION A. GENERAL

##### 1. Introduction

a. While there is a shipper and receiver for every shipment, most shipments in the DTS also involve one or more transshippers. The transshipper is any transportation activity, other than the shipper or receiver, which handles or documents the transfer of a shipment between conveyances. The transshipper is usually a CCP, APOE, WPOE, APOD, WPOD, or breakbulk point. The transshipper may perform more than one type transshipment; e.g., a water port is usually a CCP, POE, POD, and breakbulk point.

b. This chapter explains, in the general order of performance, the actual steps a transshipper takes to process a shipment. The steps each type transshipper must complete are detailed in separate sections. The documentation the transshipper uses is usually based on the TCMD data prepared by the shipper as explained in chapter 2.

##### 2. The CCP Steps in Processing a Transshipment

a. The steps that a CCP accomplishes whenever processing a transshipment are summarized in the following listing. Unless otherwise indicated, these steps are the same for all CCPs including those collocated with and/or operated by a POE. A CCP usually loads shipments into **SEAVANS**, or onto **463L** pallets, but the procedures used are applicable to any type of consolidation container loaded at a CCP. The list below shows, by paragraph, where in MILSTAMP the procedures are explained in detail.

b. To process a transshipment, a CCP:

<u>Procedures</u>	<u>Paragraph</u>	<u>Page</u>
(1) Receiving the shipment	B.2.a.	3-B-4
(2) Securing an ocean booking	B.2.b.	3-B-5

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(3) Loading the container	B.2.c.	3-B-6
(4) Preparing shipping documentation	B.2.d.	3-B-6
(5) Moving the container to the POE	B.2.e.	3-B-7
(6) Holding, diverting, and tracing shipments	B.2.f.	3-B-8
(7) Answering TDRs	B.2.g.	3-B-9
(8) Maintaining records	B.2.h.	3-B-9

### 3. The POE Steps in Processing a Transshipment (Including intra-Country shipments)

a. The steps that a POE accomplishes whenever processing a transshipment are summarized in the following listing. While an APOE processes cargo for loading aboard an aircraft and a WPOE processes cargo for loading aboard a watercraft, the procedures for each are essentially the same.

b. To process a transshipment, a POE:

<u>Procedures</u>	<u>Paragraph</u>	<u>Page</u>
(1) Receiving the shipment	C.2.a.	3-C-2
(2) Planning for loading	C.2.b.	3-c-4
(3) Loading the shipment	C.2.c.	3-c-5
(4) Preparing shipping documentation	C.2.d.	3-c-5
(a) Final stowage plan	C.2.d. (1)	3-c-5
1 Air	C.2.d. (1) (a)	3-c-5
2 Water	C.2.d. (1) (b)	3-c-5
(b) Manifest	C.2.d. (2)	3-C-6
1 Air	C.2.d. (2) (a)	3-C-6
2 Water	C.2.d. (2) (b)	3-c-7
a Manifest preparation	C.2.d. (2) (b) <u>1</u>	3-c-7
b Manifest adjustment	C.2.d. (2) (b) <u>2</u>	3-c-10
c Manifest recapitulation	C.2.d. (2) (b) <u>3</u>	3-C-11
d Manifest summary	C.2.d. (2) (b) <u>4</u>	3-C-13
e Cargo traffic message	C.2.d. (2) (b) <u>5</u>	3-C-14
f Ocean B/L (GBL/CBL)	C.2.d. (2) (b) <u>6</u>	3-C-15
g Cargo outturn advisory and reconciliation (CORM) message	C.2.d. (2) (b) <u>7</u>	3-C-20
(c) Intransit data	C.2.d. (3)	3-C-20
(5) Holding, diverting, and tracing shipments	C.2.e	3-C-21
(6) Maintaining files	C.2.f.	3-C-22

4. The POD Steps in Processing a Transshipment ( Including intracoun-  
trv shipments )

a. The steps that a POD accomplishes whenever processing a transshipment are summarized in the following listing. While an APOD processes cargo arriving by aircraft and a WPOD processes cargo arriving by watercraft, the procedures for each are essentially the same. The list below shows, by paragraph, where in MILSTAMP the procedures are explained in detail.

b. To process a transshipment, a POD:

<u>Procedures</u>	<u>Paragraph</u>	<u>Page</u>
(1) Receives the shipment	D.2.a.	3-D-1
(a) Plans for unloading	D.2.a. (2)	3-D-1
(b) Prepares discharge and customs forms	D.2.a. (2) (a)	3-D-2
(c) Notifies personal property carriers	D.2.a. (2) (b)	3-D-2
(d) Documents the unloading	D.2.a. (3)	3-D-3
(2) Reconciles discrepancies	D.2.b.	3-D-4
(a) Air	D.2.b. (1) (a)	3-D-4
(b) Water - cargo outturn	D.2.b. (1) (b)	3-D-4
(3) Processes discrepant shipments	D.2.b. (2)	3-D-5
(a) Air	D.2.b. (2) (a)	3-D-6
(b) Water	D.2.b. (2) (b)	3-D-6
(4) Ships cargo from the POD	D.2.c.	3-D-6
(a) Air	D.2.c. (1)	3-D-7
(b) Water	D.2.c. (2)	3-D-7
(5) Prepares intransit data	D.2.d.	3-D-9
(6) Accomplishes/converts ocean B/L	D.2.e.	3-D-9
(7) Holds, diverts, and traces shipments	D.2.f.	3-D-9
(8) Maintains files	D.2.g.	3-D-11

5. The Breakbulk Point Steps in Processing a Transshipment

a. The steps that a breakbulk point accomplishes whenever processing a transshipment are summarized in the following listing. Unless otherwise indicated, these steps are the same at all breakbulk points, including those collocated with and/or operated **by a** water port.

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b. To process a transshipment, a breakbulk point:

<u>Procedures</u>	<u>Paragraph</u>	<u>Page</u>
(1) Receives the unitized cargo	E.2.a.	3-E-1
(2) Unloads/segregates unitized cargo	E.2.b.	3-E-2
(3) Reports discrepancies	E.2.b. (2)	3-E-2
(4) Maintains accountability	E.2.b. (3)	3-E-2
(5) Forwards cargo to consignee	E.2.c.	3-E-3
(6) Intransit data	E.2.d.	3-E-3
(7) Holds, diverts, and traces cargo	E.2.e.	3-E-4
(8) Maintains files	E.2.f.	3-E-5